

Agenda Report

TO: CITY COUNCIL

DATE: January 12, 2004

FROM: CITY MANAGER

SUBJECT: LETTER OF INTENT WITH PASADENA UNIFIED SCHOOL DISTRICT (PUSD) AND NEW SCHOOLS – BETTER NEIGHBORHOODS

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to enter into a letter of intent between the City of Pasadena, PUSD and Community Partners, Inc. to explore sites for the development of “primary centers” in northwest Pasadena.

BACKGROUND:

The Pasadena Unified School District, in collaboration with New Schools – Better Neighborhoods (NSBN), a project of Community Partners, Inc., has proposed a letter of intent between PUSD, NSBN, and the City, the purpose of which would be to explore sites for the development of “primary centers”. The purpose of the primary centers would be to serve the educational needs of students and their parents in northwest Pasadena. The centers are also intended to meet neighborhood needs such as day care, open space, recreation and housing. NSBN, through the letter of intent, is committing up to \$30,000 toward this effort.

The City’s role, as indicated in the letter of intent, is to provide site-search and evaluation assistance to PUSD. It is the City’s understanding that it is being asked to provide site information on locations that may be potential Primary center sites. As this project evolves, the City will be requested to provide quantitative data for locations that the District may consider for Primary Centers. Toward this effort, the Planning & Development Department has assembled (through the Pocket Park Inventory) much information on vacant sites and has access to other real property information. The City would make this information available to the District. It would be up to the District to provide a list of criteria upon which identified sites would be evaluated. The City would then assist with the site evaluation.

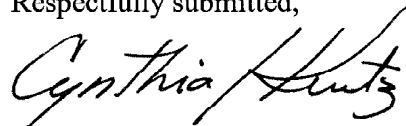
Additionally, all parties agree that a critical first step is to develop a public outreach plan and a schedule.

If this action is approved, it is proposed that the City use existing resources and staff in participating in this project. The letter of intent states that the next step in the process, following selection of appropriate sites, would be to negotiate a formal "Memorandum of Understanding" that will outline each party's role and funding of a concept Site Plan for each proposed center. Any proposed "Memorandum of Understanding" will require approval of the City Council.

FISCAL IMPACT:

This action will not have a financial impact as the City's obligations, as outlined in the letter of intent, will be fulfilled using existing staff resources.

Respectfully submitted,



CYNTHIA J. KURTZ
City Manager

Prepared by:



RICHARD J. BRUCKNER
Director of Planning & Development

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Letter of Intent

This letter is a joint statement of intent by the City of Pasadena (“City”), the Pasadena Unified School District (“PUSD”) and New Schools – Better Neighborhoods, a project of Community Partners, Inc. (“NSBN”) – collectively known as the “parties”. The parties share a commitment to improving the ability of communities, schools and families to prepare children to enter school ready to succeed. They also share a belief that joint efforts by school and municipal authorities are the best way to achieve this goal.

Now, therefore, the parties hereby agree as follows:

- A. The PUSD is seeking sites suitable for building and operating up to two primary centers (“centers”) to serve students in the Northwest neighborhoods of Pasadena. Their goal is to have these facilities ready for the opening of school in September, 2007.
- B. Both the PUSD and the City would like these centers to be designed as “joint use” facilities. They believe the centers can serve the needs of students and parents while also helping meet such neighborhood needs as day care, open space, recreation, housing, etc.
- C. In furtherance of this goal, the City is interested in providing site-search and site-evaluation assistance to the PUSD through its Planning Department.
- D. NSBN wishes to help facilitate a process between the PUSD and the City to evaluate potential sites for this project.
- E. Toward this end, NSBN is willing to collaborate with the parties and underwrite (drawing upon First 5 LA School Readiness Initiative (SRI) funds granted to NSBN for like opportunities) such preplanning in the amount of \$30,000. NSBN is also willing to administer this collaborative preplanning effort, should such funds be awarded.
- F. Following successful selection of appropriate sites, it is the intention of the parties to negotiate a formal Memorandum of Understanding that will facilitate and fund on a matching basis the joint development of a Concept Site Plan for each proposed center.

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This letter shall be effective as of the date it has been duly signed by an authorized representative of each of the three parties. It may be terminated at any time at the written request of any party.

In witness whereof, the parties have approved this letter as of the dates indicated below.

Pasadena Unified School District

By: Percy Clark Jr.
Name: Percy Clark Jr.
Its: Superintendent
Date: December 17, 2003

City of Pasadena

By: _____
Name: _____
Its: _____
Date: _____

New Schools – Better Neighborhoods

By: David Abel
Name: DAVID ABEL
Its: CHAIR
Date: 12/16/03